



## Notice of Funding Opportunity (NOFO)

### Part 1. Overview Information

<b>Participating Organization:</b>	Louisiana Commission on Law Enforcement and Administration of Criminal Justice <a href="http://www.lcle.la.gov">www.lcle.la.gov</a>
<b>Funding Opportunity Title:</b>	2018 Edward Byrne Memorial Justice Assistance Grant (JAG) Program (BJAG) - Districts
<b>Announcement Type:</b>	BJAG New Grants FY 2018
<b>Catalog of Federal Domestic Assistance (CFDA) Number:</b>	16.738
<b>Federal Award Identification Number (FAIN):</b>	2018-MU-BX-0441
<b>Federal Award:</b>	\$3,187,811
<b>Funding Opportunity Purpose:</b>	<p>The Louisiana Commission on Law Enforcement and Administration of Criminal Justice announces the Notice of Funding Opportunity (NOFO) for the Edward Byrne Memorial Justice Assistance Grant (JAG) Program.</p> <p>The primary purpose of the Edward Byrne Memorial Justice Assistance Grant (JAG) Program, 42 U.S.C. § 3751(a) is to provide criminal justice funding to state and units of local government to support all components of the criminal justice system from multijurisdictional drug and gang task forces to crime prevention and domestic violence programs, courts, corrections, treatment, and justice information sharing initiatives.</p> <p>42 USC 3751: Transferred Section 3751 was editorially reclassified as section 10152 of Title 34, Crime Control and Law Enforcement Text contains those laws in effect on May 9, 2019</p> <p>These funds will be made available through a grant awarded from the U.S. Department of Justice, Office of Justice Program, and Bureau of Justice Assistance.</p>
<b>Due Dates:</b>	Contact your Law Enforcement Planning District for Notice of Intent due dates

**Notice of Intent:**

- Submit form to appropriate district BJAG contact for view and selection.
- If selected to continue application process, applicant will receive an invitation to apply.
- Applicants that do not comply may be delayed or not accepted for review.

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## **Part 2. Full Text of the Announcement**

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### **A. Program Description**

The Edward Byrne Memorial Justice Assistance Grant (JAG) program, specifically authorized under 34 U.S.C. § 10151 - 10158, is the leading source of federal justice funding to state and local jurisdictions. The JAG Program provides states, tribes, and local governments with critical funding necessary to support a range of program areas including law enforcement, prosecution, indigent defense, courts, crime prevention and education, corrections and community corrections, drug treatment and enforcement, planning, evaluation, technology improvement, and crime victim and witness initiatives and mental health programs and related law enforcement and corrections programs, including behavioral programs and crisis intervention teams.

### **Program-Specific Information**

JAG funds may be used for state and local initiatives, technical assistance, strategic planning, research and evaluation (including forensics), data collection, training, personnel, equipment, forensic laboratories, supplies, contractual support, and criminal justice information systems that will improve or enhance such areas as:

- Law enforcement programs
- Prosecution and court programs, including indigent defense
- Prevention and education programs
- Corrections and community corrections programs
- Drug treatment and enforcement programs
- Planning, evaluation, and technology improvement programs
- Crime victim and witness programs (other than compensation)
- Mental health programs and related law enforcement and corrections programs, including behavioral programs and crisis intervention teams

\*Please note that JAG funding may be utilized in support of:

- Systems upgrades (hardware/software), including potential upgrades necessary for state, territories, units of local government and/or tribes to come into compliance with the FBI's UCR Redevelopment Project (UCRRP).
- Developing or sustaining state compatible incident based reporting systems

### **Limitations on the use of JAG funds**

*Prohibited and controlled uses of funds.* JAG funds may not be used (whether directly or indirectly) for any purpose prohibited by federal statute or regulation, including those purposes specifically prohibited by the JAG program statute as set out at 42 U.S.C. § 3751(d):

- (1) Any security enhancements or any equipment to any nongovernmental entity that is not engaged in criminal justice or public safety.
- (2) Unless the Attorney General certifies that extraordinary and exigent circumstances exist that make the use of such funds to provide such matters essential to the maintenance of public safety and good order –

- (A) vehicles (excluding police cruisers), vessels (excluding police boats), or aircraft (excluding police helicopters);
- (B) luxury items;
- (C) real estate;
- (D) construction projects (other than penal or correctional institutions); or
- (E) any similar matters.

For additional information on expenditures prohibited under JAG, as well as expenditures that are permitted but “controlled,” along with the process for requesting approval regarding controlled items, refer to the JAG Prohibited and Controlled Expenditures Guidance. Information also appears in the JAG FAQs.

Police cruisers, police boats, and police helicopters are allowable vehicles under JAG and do not require BJA certification. Unmanned Aircraft, Aircraft System, or Aerial Vehicles (UA/UAS/UAV): No JAG funds may be expended on these items unless the BJA Director certifies that extraordinary and exigent circumstances exist, making them essential to the maintenance of public safety and good order. In addition, no JAG funds may be expended for this purpose without Federal Aviation Administration (FAA) approval and certification that the use is legal in the local jurisdiction. Also, any grant award using funds for this purpose may be subject to additional conditions and reporting criteria, which will be spelled out in a customized special condition attached to the grant award. Applicants must establish goals, objectives, and activities that ultimately enhance specific purpose areas.

## **BJA AREAS OF EMPHASIS**

BJA recognizes that there are significant pressures on State and local criminal justice systems. In these challenging times, shared priorities and leveraged resources can make a significant impact. BJA intends to focus much of its work as a component of OJP on the areas of emphasis described below, and encourages each State recipient of an FY 2018 JAG award to join us in addressing these challenges.

*Reducing Gun Violence* – Gun violence has touched nearly every State and local government in America. While our nation has made great strides in reducing violent crime, some municipalities and regions continue to experience unacceptable levels of violent crime at rates far in excess of the national average. BJA encourages States to invest JAG funds in programs to combat gun violence, enforce existing firearms laws, and improve the process for ensuring that persons prohibited from purchasing guns are prevented from doing so, by enhancing reporting to the FBI’s NICS.

*National Incident-Based Reporting System (NIBRS)* – The FBI has formally announced its intentions to establish NIBRS as the law enforcement (LE) crime data reporting standard for the nation. The transition to NIBRS will provide a more complete and accurate picture of crime at the national, State, and local level. Once this transition is complete, the FBI will no longer collect summary data and will accept data only in the NIBRS format. Also, once the transition is complete, JAG award amounts will be calculated on the basis of submitted NIBRS data. Transitioning all law enforcement agencies to NIBRS is the first step in gathering more comprehensive crime data. BJA encourages State recipients of FY 2018 JAG awards to use JAG funds to expedite the transition to NIBRS.

*Officer Safety and Wellness* – The issue of law enforcement safety and wellness is an important priority for the Department of Justice. Preliminary data compiled by the National Law Enforcement Officers Memorial Fund indicates that there were 135 line-of-duty law enforcement deaths in 2016 – the highest level in the past five years, and a 10 percent increase from 2015 (123 deaths).

Firearms-related deaths continued to be the leading cause of death (64), increasing 56 percent from 2015 (41). Of particular concern is that, of the 64 firearms-related deaths, 21 were as a result of ambush-style attacks representing the highest total in more than two decades. Traffic-related deaths continued to rise in 2016 with 53 officers killed, a 10 percent increase from 2015 (48 deaths). Additionally, there were 11 job-related illness deaths in 2016, mostly heart attacks.

BJA sees a vital need to focus not only on tactical officer safety concerns, but also on health and wellness as they affect officer performance and safety. It is important for law enforcement to have the tactical skills necessary, and also be physically and mentally well, to perform, survive, and be resilient in the face of the demanding duties of the profession. BJA encourages States to use JAG funds to address these needs by providing training, such as paying for tuition and travel expenses related to attending trainings such as the VALOR training, as well as funding for health and wellness programs for law enforcement officers.

*Border Security* – The security of the United States borders is critically important to the reduction and prevention of transnational drug-trafficking networks and combating all forms of human trafficking networks within the United States (sex and labor trafficking of foreign nationals and U.S. citizens of all sexes and ages). These smuggling operations on both sides of the border contribute to a significant increase in violent crime and United States deaths from dangerous drugs. Additionally, illegal immigration continues to place a significant strain on federal, State, and local resources—particularly those agencies charged with border security and immigration enforcement—as well as the local communities into which many of the illegal immigrants are placed. BJA encourages States to use JAG funds to support law enforcement hiring, training, and technology enhancement in the area of border security.

*Collaborative Prosecution* – BJA supports strong partnerships between prosecutors and police as a mean to improve case outcomes and take violent offenders off the street. BJA strongly encourages State and local law enforcement to foster strong partnerships with prosecutors to adopt new collaborative strategies aimed at combating increases in crime, particularly violent crime. (BJA's "Smart Prosecution" Initiative is a related effort by OJP to promote partnerships between prosecutors and researchers to develop and deliver effective, data-driven, evidence-based strategies to solve chronic problems and fight crime.)

Priority is given to projects that are evidenced based. OJP's [www.CrimeSolutions.gov](http://www.CrimeSolutions.gov) web site is one resource that applicants may use to find information about evidence-based programs in criminal justice, juvenile justice, and crime victim services.

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## B. AWARD INFORMATION

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### **Funding Instrument:**

The Louisiana Commission on Law Enforcement will issue grant awards.

### **Application Types Accepted:**

Continuations, Renewals, and New applicants/applications

### **Funds Available:**

Refer to your appropriate District

### **Award Project Period:**

All projects are funded for a maximum of twelve (12) months, and continued funding cannot be guaranteed. Any project funded for **more or less** than the 12-month time period must be approved by the Commission.

## **Financial Management and System of Internal Controls:**

If selected for funding, the award recipient must:

- Establish and maintain effective internal control over the Federal award that provides reasonable assurance that the non-Federal entity is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the Federal award. These internal controls should be in compliance with guidance in “Standards for Internal Control in the Federal Government” issued by the Comptroller General of the United States and the “Internal Control Integrated Framework”, issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).
- Comply with Federal statutes, regulations, and the terms and conditions of the Federal awards.
- Evaluate and monitor the non-Federal entity's compliance with statute, regulations and the terms and conditions of Federal awards
- Take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings.
- Take reasonable measures to safeguard protected personally identifiable information and other information the Federal awarding agency or pass-through entity designates as sensitive or the non-Federal entity considers sensitive consistent with applicable Federal, state and local laws regarding privacy and obligations of confidentiality.

## **C. ELIGIBILITY INFORMATION**

**Eligible Applicants:** To be eligible, an agency must have been approved for an Allocation by its respective Law Enforcement Planning District or have received an invitation from the Louisiana Commission on Law Enforcement. Eligible agencies are units of local government (city, parish, district attorney or sheriff), tribal governments with law enforcement responsibility, or state government Agencies with law enforcement, public defender or judicial responsibility.

### **Prohibited Applicants:**

Agency eligibility is determined by the Drug Control and Violent Crime Policy Board in accordance with Federal guidelines. The following are deemed ineligible by the Commission, such ineligibility is however subject to waiver by the Commission on a case by case basis:

- University Campus Police
- Airport Security
- Capitol Police
- Wildlife & Fisheries Enforcement Unit
- Hospital Security
- Harbor, Bridge, River and Levee Board Police
- Justices of the Peace
- Park Rangers
- Crosslake Patrols, and other related agencies

### **Match Requirements:**

- Byrne JAG does not require a match. However, if a successful application proposes a voluntary match amount, and the Commission approves the budget, the total match amount incorporated into the approved budget becomes mandatory and subject to audit. The minimum match amount is 25%.
- If an applicant includes match in the proposed project, the applicant must track and account for the match the same as Federal funds. Match records must be maintained and provide the approved match percentage of the total cost of the project throughout the project period.

## **Other Requirements:**

### **Certification of Compliance with 8 U.S.C. § 1373**

- Proposed applicants must obtain a properly-executed “Certification of Compliance with 8 U.S.C. § 1373”. This requirement will apply to all awards (at any tier) to units of local government, including subawards required or authorized by statute, but it will not apply to subawards to Indian tribes.
- **Who may sign the “Certification of Compliance with 8 U.S.C. § 1373” as the Chief Legal Officer for Unit of local government applicants?**
- The “Certification of Compliance with 8 U.S.C. § 1373” must be signed by the jurisdiction’s chief legal officer. Much as with a State, each unit of local government will have only one chief legal officer, and he or she must be the one to review and execute the “Certification of Compliance with 8 U.S.C. § 1373.” The chief legal officer is the individual who is the chief legal advisor to the local government as a whole, and not someone who is the chief legal advisor for the chief executive of the local government, or chief legal advisor for a particular branch or component of the local government.
- Copy of Certification: [https://ojp.gov/funding/Explore/pdf/18JAGSt\\_1373Sub\\_local.pdf](https://ojp.gov/funding/Explore/pdf/18JAGSt_1373Sub_local.pdf)

### **Crime Reporting**

- The law enforcement applicant agrees to begin or continue participating in the Uniform Crime Reporting (UCR) Program or the Louisiana Incident Based Reporting System (LIBRS) Programs of LCLE.

### **Criminal Records System – Data Reports**

- The law enforcement applicant agrees to submit all required data to the state LIBRS/UCR Program in accordance with the requirements of the applicable program and to submit all required arrest fingerprinting cards and related data to the Bureau of Criminal Identification in the time and manner specified by the Bureau.

### **Criminal Records Reports**

- The applicant certifies that all systems developed or purchased shall meet all specifications for Louisiana Information Based Reporting System (LIBRS) Criminal History System reporting as are in effect at the time of subgrant award.

### **Supplanting/Non-Supplanting**

- Federal funds must be used to supplement (add to), enhance or expand existing services for program activities and not replace those funds that have been appropriated for the same purpose.
- A grant recipient may not use Federal grant funds to defray any costs that the recipient already is obligated to pay.
- The possibility of supplanting will be the subject of careful application review, possible pre-award review, post-award monitoring, and audit of any finding.
- If any additional information, assistance with definition, or examples of supplanting is needed, please contact the LCLE Byrne JAG Program Manager.

## **PART 3. Funding Determination Process**

### **A. Notice of Intent (NOI) Worksheet**



Applicants will first submit a Notice of Intent (NOI) to the appropriate District BJAG Program Manager (see page 2 for contact information). The District Council will review and determine projects to move forward to the application process. Applicants will receive an invitation to submit the full application on the Louisiana Commission on Law Enforcement's E-grants system. The NOI submission materials can be found at [www.lcle.la.gov](http://www.lcle.la.gov).

***What the Notice of Intent should include:***

Complete the NOI Worksheet, and Conflict of Interest Disclosure Form, obtain the authorized official signature and return to the appropriate District.

**NOI Worksheet**

Applicant Agency – legal name of the agency

Project Title – descriptive title of proposed project

Section 1. Agency Description Information – please check the box that best describes the agency

Section 2. Federal Program Area – enter in the dollar figure associated with each program area.

Please enter 0 if no funding is dedicated to an area.

Section 3. Do not enter information in this table

Section 4. Proposed Budget – For each budget item, thoroughly and clearly describe every category of expense listed, demonstrate cost effectiveness and relation to the goals of the project. Please refer to the table below to include your calculations. Include a description of the procurement process for equipment purchases and consultants/contracts. Indirect cost rate agreement (if applicable) should be attached. If the applicant does not have a federally approved cost rate agreement, costs may be allocated in the direct cost categories.

**Required Registrations for Applicants**

**All agencies are required to provide the following documents:**

- **LCLE Egrants Organization Registration must be complete before applying for funds**
- IRS Form W-9 (Taxpayer Identification and Certification)
- IRS Form 501C3 (Tax-exempt Status for Non-profit Organizations)
- State of Louisiana Self-service Request for Vendor (Only if the new agency has to be set up for payment from the State of Louisiana)  
[https://lagoverpvendor.doa.louisiana.gov/irj/portal/anonymous?guest\\_user=self\\_reg](https://lagoverpvendor.doa.louisiana.gov/irj/portal/anonymous?guest_user=self_reg)
- DUNS (Data Universal Numbering System) Number Certificate
- CAGE (Commercial and Government Agency) Code Certificate
- SAM (System for Award Management) Number and current Expiration Date (sam.gov)
- Louisiana Secretary of State Non-Profit Corporation Certificate
- All agencies with a private, non-profit, or non-governmental status are required to procure and maintain adequate and sufficient liability insurance and a certificate of insurance naming LCLE as an additional insurer and should be issued and submitted with the application.
- Certification of Compliance with 8 U.S.C. § 1373 (Form Attached)

## NOI Worksheet Criteria and Scoring Information

- **NOI Components**

### 1. **Project Summary and Strategy (30 points)**

This section should be a succinct summary containing the description of the problem this project seeks to address the project's purpose, the program description, and expected results. Propose a clear and realistic implementation plan to comprehensively address objectives of this Notice of Funding Opportunity. It should also outline the relevant and appropriate main activities.

### 2. **Goals (15 points)**

This section should outline the Program Goals and Expected Results for the project.

### 3. **Objectives (15 points)**

This section should state clearly defined and quantitatively measurable objectives that support programmatic progress. Please present a brief, work plan including target dates for activities, which reflects the overall program approach and its objectives.

### 4. **Organizational Capacity and Past Performance (20 points)**

This section of the application provides information about the applicant organization and any proposed key partners. It provides evidence that the applicant has the ability to successfully carry out the program activities of the grant. Provide a description of the applicant organization – including its general purpose, goals, annual budget (including funding sources), and major past and current activities and projects undertaken. Include a description of all key partners for this project and of the proposed working relationship with them.

## **Budget Components**

### 1. **Budget Relevance (10 points)**

Budgeted items are obviously necessary to the achievement of the goals and activities as presented in the application.

### 2. **Cost-Effectiveness (10 points)**

Applicants should propose expenditures that are reasonable, allowable, and allocable to the proposed activities and reveal their understanding of the 2 CFR 200: Uniform Guidance – Uniform Administrative Requirements, Cost Principles, and Audit Requirements.

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## **A. Allocation Approval Process**

After receipt of allocation documentation from the respective districts, LCLE staff will prepare the proposed allocations, as well as each of their proposals, risk assessments, and scoring worksheets to be presented to the Priorities Committee for review. Allocations approved by the Priorities Committee are then presented to the Drug Control and Violent Crime Policy Board for final approval. After the Board's approval, applicant agencies will be invited to complete an application in the Egrants system.



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## **B. LCLE Application Approval Process**

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After applications are completed in the LCLE Egrants system, the BJAG Program Manager, Contract/Grants Staff and Section Supervisor will review the applications. After any issues found during this review are addressed and resolved, special conditions are applied to the applications the applicant agency must adhere to. Applications are then presented to the Priorities Committee for review. The Committee will recommended for approval, denial, deferment or tabling. The Priorities Committee can also place special conditions upon applications that the applicant agencies must adhere to.

Applications approved by the Committee are presented to the Drug Control and Violent Crime Policy Board for review. The Board provides a recommendation to the Commission to approve, deny, defer, or table for each application. The Commission then reviews the Board's recommendations and provides a final approval, denial, deferment, or tabling for each application. The Commission can also recommend or place additional special conditions upon the application that the applicant agency must adhere to during this process.

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## **C. LCLE Award Process**

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Applications approved by the Commission are then issued an Award Letter by LCLE Staff. These Award Letters are then forwarded directly to the applicant agency in a Subgrant Award Packet. The applicant agency is responsible for signing the original award in blue ink and returning the original to LCLE, keeping a copy of the award in their agency file.

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## **PART 4. Contact Information**

### **A. District Directors Information**

District 1  
Northwest Law Enforcement Planning  
District, Inc.  
615 Main Street,  
Pineville, Louisiana 71360-6935  
318-487-5432

District 2  
North Delta Law Enforcement Planning  
District, Inc.  
P. O. Box 3291,  
Monroe, Louisiana 71210-3291  
318-435-4505

District 3  
Red River Delta Law Enforcement Planning  
District, Inc.  
615 Main Street,  
Pineville, Louisiana 71360-6935  
318-487-5432

District 4  
Evangeline Law Enforcement Council, Inc.  
900 East University,  
Lafayette, Louisiana 70502-3986  
337-291-7153

District 5  
Capital District Law Enforcement Planning  
Council, Inc.  
1406 South Range Avenue, Suite 5,  
Denham Springs, Louisiana 70726-4801  
225-667-1503

District 6  
Southwest District Law Enforcement Planning  
Council, Inc.  
1323 Oak Park Blvd.,  
Lake Charles, Louisiana 70602-1543  
337-439-6750

District 7  
Jefferson Parish / Metropolitan District Law  
Enforcement Planning District, Inc.  
1221 Elmwood Park Blvd., Suite 607,  
Harahan, Louisiana 70123-2337  
504-736-6844

District 8  
Louisiana Commission on Law Enforcement  
P. O. Box 3133 Baton Rouge, LA 70821-3133  
602 North Fifth Street Baton Rouge, Louisiana  
70802  
Egrants Phone: (225) 342-1968

District 9  
New Orleans, City of - Office of Criminal Justice  
Coordination  
1300 Perdido Street, Room 8E15,  
New Orleans, Louisiana 70112-2125  
504-658-4040

## Louisiana Commission on Law Enforcement Staff

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(225) 342-1574

Egrants website: [www.egrants.lcle.la.gov](http://www.egrants.lcle.la.gov)

Egrants information: [www.lcle.la.gov](http://www.lcle.la.gov)

Egrants email: [egrants@lcle.la.gov](mailto:egrants@lcle.la.gov)